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ABSTRACT

The report documents current cooperation activities between University of California (UC) libraries and others. Information about programs, procedures, and agreements was gathered in the fall of 1976 from staff members at the nine UC campuses and from librarians at other California institutions. Information sharing between on-campus and off-campus users is accomplished through systemwide lists of library holdings, machine-readable data bases (currently being built) and availability of materials through direct borrowing or interlibrary loan. An intercampus bus system transports both students and materials between the many libraries daily. The library collection building program is a cooperative effort to avoid duplication of costly and/or seldom used items. Automation projects and programs are coordinated through Universitywide Library Automation Program (ULAP). Several projects developed by UC campuses have been shared by non-UC campuses and medical center libraries in the state. Library planning and coordination are under the direction of the Library Council and its nine task forces with support by regional, interinstitutional and professional groups such as the American Library Association, Medical Library Association, and Special Library Association. (JAB)

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COOPERATIVE ACTIVITIES OF THE UNIVERSITY OF CALIFORNIA LIBRARIES

by

Linda Beaupré

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TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND USERS OF THE ERIC SYSTEM."

Office of the Executive Director
of Universitywide Library Planning
University of California
Berkeley, California

December 1976

IR 005 307

PREFACE

This report was prepared for the Board of Directors of the Northern Regional Library System under the direction of the Executive Director of Universitywide Library Planning. It documents the current cooperative activities of the University of California libraries. Information about programs, procedures, and agreements was gathered in the fall of 1976 from staff members at the nine UC campuses, from documents in the Executive Director's Office, and from librarians at other California institutions. The author gives many thanks to all of those who provided the data necessary to compile this catalog of UC library cooperation.

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OVERVIEW

University of California libraries engage in a variety of cooperative activities ranging from bilateral agreements between campuses to national and international programs. All of these activities are undertaken in relation to each library's principal goal, to serve the instructional and research needs of its campus community, as well as the secondary goals of service to the State and the Nation. Some campus needs can be met through cooperative resource sharing, while others require on-campus availability of materials. The Executive Director of Universitywide Library Planning has suggested that the key factor is the immediacy of the user's need for a particular item. If a user can afford to wait more than 24 hours for a specific work, his need can be fulfilled by reliance on resources remote from the home campus. In order for such service to be effective, current information about collections must be available, the user must have access to the collections, and collections should be complementary. This report outlines current programs and activities which provide these elements for the sharing of library collections and services among on-campus and off-campus users.

Information about the general and special collections on the UC campuses has been made available to a wide audience through the publication and distribution of systemwide lists of library holdings. Machine-readable data bases are being built and maintained which will guarantee more complete information in the future. Campus and regional lists of periodical holdings and new titles, and catalogs of special collections, provide potential users with current and specific information about the University's library resources. Participation in national projects to publish holdings information provides even more widespread access to the University's collections. UC libraries exchange catalog cards and contribute catalog cards to regional referral services, thus sharing information about collections and reducing the amount of duplicative cataloging. With the implementation of computerized on-line cataloging, sharing of cataloging information is becoming more efficient and users can look forward to immediate access to current information about library collections throughout the system.

Once users have identified and located needed material they need to have access to collections either via direct borrowing or through a fast and efficient interlibrary lending service. In recent years UC libraries have instituted policy and procedural changes and have entered into cooperative agreements which have facilitated the use of their collections through interlibrary lending and direct borrowing. Increased use of teletype (TWX) communications, commercial delivery services and intercampus buses has improved interlibrary lending response time. Participation in regional library networks, agreements with individual institutions, adoption of more liberal lending policies, and transportation of users via intercampus buses have made UC collections available to a larger off-campus population.

As information about collections becomes more readily available and access to those collections is further improved, coordination of collection development activities among the campuses will increase. Currently UC libraries have many formal and informal cooperative collection building agreements with each other and with other California libraries. Such cooperation takes many forms: exchanging information about expensive purchases to prevent duplication; making joint purchases of expensive items; routing duplicate and unneeded materials from one campus to another; aiding in the development of new collections; and avoiding duplication in special areas of primary collection strengths.

The reference, information, and instructional services of UC libraries provide aid and training for library users. Various cooperative activities increase the effectiveness and scope of these services. Campus libraries provide reference service for several regional library networks as well as for many off-campus users of the library. Cooperation also extends to the new technology of on-line computerized searching for materials needed in research. UC libraries have cooperated to offer computerized search services to UC and non-UC users alike. In addition, cooperative efforts among librarians to develop effective methods for teaching the use of libraries have increased the number of informed, effective library users.

Automation projects and programs support many of the cooperative

activities noted above. Coordination of these activities at the systemwide level is provided through the Universitywide Library Automation Program (ULAP) under the general direction of the Executive Director of Universitywide Library Planning. ULAP is responsible for production of systemwide lists, catalogs and data bases, and for coordinating the purchase, implementation and evaluation of computer systems and products acquired from outside vendors. In addition to systemwide cooperation, the UC libraries have assisted each other by sharing computer capabilities, programs, and systems. UC has also cooperated with other institutions on automation projects.

Encompassing all of the cooperative activities noted above are the planning and coordination efforts of UC systemwide and regional groups. The systemwide Library Policy Steering Committee and the Executive Director of Universitywide Library Planning provide the administrative focus for planning and coordination activities which affect the entire library system. The Executive Director has issued a draft plan for the future development of UC libraries which is now being reviewed and critiqued by librarians, faculty, and administrators throughout the University. The Library Council provides a forum for consideration of systemwide policies, procedures, and plans. Task groups dealing with specific library issues and the Librarian's Association of UC (LAUC), through its committees and officers, provide valuable input for systemwide planning. Library administrators of the northern and southern campuses also meet to consider planning and coordination activities in their regions. UC librarians confer with colleagues at regional and national meetings and coordinate various aspects of library service.

The University has also worked with other libraries in the State to make possible the California Library Authority for Systems and Services (CLASS). CLASS is a statewide library network for coordination of library development and resource sharing to provide better library service to all residents of California.

All of the cooperative activities of the University of California libraries serve to increase the resources available to UC and non-UC users. Most of the programs, at least initially, also increase library

operating costs. Some services are funded through specific federal and state legislation or private foundation grants, others are supported by special Universitywide funding, and still others are undertaken at additional expense to the libraries involved. The current activities discussed in this report will have to be evaluated in terms of user needs, library goals, and available funding to plan realistically for future effective library service within the University and throughout the State.

SHARING RESOURCES

The sharing of resources among libraries takes several forms; basically it involves linking the user with needed material or information regardless of the library in which that material or information is housed. In order to do this, the user or librarian must be able to determine where the material is and must be allowed either direct access via borrowing privileges or indirect access via interlibrary loan. The process of bringing a user and needed material together may also involve guidance and education of the user.

Identification and Location of Materials

To make the most efficient use of the total library resources of the University of California, users need easy access to information about the general and special collections on all of the campuses. They must be provided with the means to identify needed materials and to locate them within the system. In recent years much has been done to improve access to such information. Catalogs, lists, and data bases have been created at both the systemwide and campus levels which are used by librarians to direct users to the appropriate library and to aid in cooperative collection development efforts. Production of such tools is a continuing process which is essential to further cooperation among the UC campuses and with other libraries in California and the West.

Systemwide Lists. With the cooperation of all UC campuses the Universitywide Library Automation Program (ULAP) published in 1972 The University of California Union Catalog of Monographs Cataloged by the Nine Campuses from 1963-1967 (UCUCS). This 47 volume work gives complete bibliographic information and UC locations for approximately 798,000 titles and serves as a supplement to the UCLA and Berkeley book catalogs published by G. K. Hall in 1963. The Union Catalog was distributed in multiple copies to each UC campus and the California State University and Colleges (CSUC) purchased 19 copies at half price for distribution to the campuses in that system. The statewide availability of this

information about the UC collections greatly facilitates interlibrary lending and direct borrowing activities.

Since 1967 each campus has provided ULAP with catalog cards for books processed for their collection. These cards will provide the basis for a universitywide machine-readable data base of bibliographic information. Conversion of the manual records into machine-readable form began as a major project; but as more of the libraries' cataloging is done via computer, the time necessary for the conversion process will be decreased and the data base will be created as materials are cataloged. Information in the files may be used to produce future union catalogs or may be accessed directly via computer terminals.

In April 1976 another useful tool was produced by ULAP: the first editior of The University of California Union List of Serials (UCULS). This microfiche listing contains information on approximately 244,000 serial titles owned by UC libraries. Each campus contributed a machine readable file of its serial titles; these files were then merged by ULAP to produce a union list. The ULAP staff used the computer programs developed at the Berkeley campus for its serials list, with some additions and modifications. One copy of the list, along with a microfiche reader, was supplied to each UC campus. A copy of the list was also given to each CSUC campus. UCULS will be issued at least annually providing much needed information about UC's extensive serials holdings. Plans are also underway to include CSUC serial titles in the list as soon as possible.

Campus Lists. The individual campus libraries also issue, maintain, and distribute a variety of catalogs and lists which provide information about their collections. All campuses produce frequent lists of their currently held serials titles and most campuses send copies of these lists (either the most recent or next most recent) to other libraries in the UC system. In some cases, the lists are also provided to other institutions. UCLA distributes its Current Serials Titles List to many CSUC libraries. Davis distributes its serials list to CSU Chico and CSU Sacramento as well as to other academic libraries and reference centers in the area. Riverside produces a microfiche version of its serials list

that is distributed free to all UC campuses and to CSUC campuses south of Fresno. It also offers the fiche on subscription to other libraries in the region. Santa Barbara sends its lists to California Polytechnic State University. In 1973 Berkeley published the first edition of its Serials Key Word Index, which provides a subject as well as title approach to serials. This three volume work was distributed free of charge to UC and CSUC campuses. The 10 volume 1974 edition which includes San Francisco serial titles was distributed within the UC system and offered at a substantially reduced price to CSUC, which purchased copies for all of its campuses. Both lists were sold nationally. San Francisco also distributes over 300 copies of its annual current serials list to libraries and institutions requesting it. In 1974 UCLA compiled a list of newspapers currently received on that campus and distributed copies to other UC libraries. A new edition of the list, to include retrospective titles as well, is planned to be produced on microfiche in 1977 and will be sent to all libraries currently receiving the Current Serials Titles List.

Berkeley and Los Angeles also produce supplements to their main catalogs containing information about material recently received, in process, or given temporary cataloging. These lists are distributed to other UC campuses. The UCLA CATSUP (Catalog Supplement) biweekly editions are also sent to CSUC campuses. The book catalog of the Santa Cruz library is sent to Cabrillo College, facilitating use of UCSC collections by the students and faculty at that community college.

Special collections on several of the campuses have been made more accessible by way of published catalogs and lists. Notable examples of such works are the G. K. Hall published book catalogs of the collections at the Institute of Governmental Studies and East Asiatic Library on the Berkeley campus. G. K. Hall will also publish a catalog of Riverside's MUSAT (Moisture Utilization in Semi-Arid Tropics) collection. These catalogs are distributed without charge to all UC campuses. Santa Barbara has created a computerized data base describing its collection of over 24,000 art exhibition catalogs. UCSB uses this data base to produce semiannual lists which are distributed to other UC campuses. A similar data base is being compiled for the Boucher Collection of archival music recordings; at the completion of this project information about

this unique collection of approximately 11,000 recordings will be available throughout the system. In addition to these major works, many branch and institute libraries at the University produce periodic accessions lists, (i.e. lists of new material processed into their collections) which are widely distributed.

Regional Catalogs and Lists. UC libraries also contribute to a variety of regional lists and catalogs. These cooperative projects provide bibliographic access to several subject collections maintained by the University of California. Los Angeles, San Francisco, Irvine, San Diego, Berkeley and Davis submit catalog cards for books in the health sciences to the Pacific Southwest Regional Medical Library Service (PSRMLS), housed in the Biomedical Library at UCLA. These cards along with others from libraries in the region form a union catalog used by PSRMLS for its referral and interlibrary lending services. Davis participates via the Mountain Valley Library System in a continuing project to compile a computerized Inventory of Research Materials in the Tahoe Basin. This federally funded project is being conducted by the Sierra Information Consortium, which includes libraries from the California and Nevada counties which surround the Tahoe Basin. Davis has also agreed to lend normally non-circulating materials which appear in the inventory. The Forestry Library at Berkeley participates in the Pacific Coast Forest Research Information Network (PACFORNET), which includes the Pacific Southwest Science Literature Service (the library of the U. S. Forest Service), the State libraries of California, Oregon and Washington, the Forest Resources Library at the University of Washington and the Northwest Bibliographic Center. PACFORNET publishes a monthly accessions list of new additions to these libraries, making information about UCB's forestry collection and others in the network readily available to the public. Information about the Berkeley Music Library's periodical holdings has been made more widely accessible through the efforts of UCB librarians working with the Northern California Chapter of the Music Library Association to compile a regional union list of music periodicals. The sixth edition of the list is now in preparation. Map librarians at UCB have compiled a union list of Mexican and Central

American map series held by Berkeley, Davis, Santa Barbara, Santa Cruz, and Stanford. A similar list of South American map series is now in preparation. A list of Latin American newspapers in Southern California libraries is being compiled at Riverside. These are but a few examples of the specialized regional lists to which UC libraries contribute; similar lists and catalogs exist in many other fields including law, science and technology, and government publications.

National Lists. UC campuses participate in a variety of national programs which provide access to information about their collections. The Library of Congress is notified of additions to many of the University's collections for input into the National Union Catalog and New Serials Titles; these catalogs are issued frequently and provide widespread information about the holdings of libraries throughout the United States. UC also participates in the CONSER (Conversion of Serials) project which will result in a national data base of bibliographic information on serials. Through this project certain selected research libraries are converting serial records within a specific section of the alphabet into a standard machine readable format. The University of California, through the Universitywide Library Automation Program, is responsible for converting serial records beginning with the letters B, C, and D. As part of this process the UC serials data base records can be upgraded to create a more complete local serials file. The UC libraries which participate in the Pacific Southwest Regional Medical Library Service also contribute bibliographic information to the National Library of Medicine's SERLINE file. SERLINE is a computerized listing of serial titles held by libraries designated as health science resource centers throughout the U. S. A project of national scope to which the University libraries have contributed time and expertise, as well as records, resulted in the publication of Titles Classified by the Library of Congress Classification: National Shelflist Count. Berkeley provided staff for the collection, organization, and programming of data from 26 major research libraries, including libraries on the nine UC campuses. The primary objective of the report, issued this Fall, is to provide information about the subject distribution of holdings among these libraries. The

report, initiated by the Chief Collection Development Officers of Large Research Libraries, a discussion group of the American Library Association, is the first step in an effort to develop a coordinated national program for evaluating the subject strengths of major research collections.

Catalog Cards. Another activity which improves bibliographic access to UC collections is the exchange of catalog cards among various campus libraries. Such exchanges provide information for the use of special collections, facilitate cooperative collection development, and reduce duplicative cataloging. The Berkeley Agriculture Library catalogs publications from the California Agricultural Experiment Station, the Cooperative Extension Service, and the Division of Agricultural Sciences; duplicates of cards for this California Index are sent to the Davis and Riverside campuses. The East Asiatic Library at Berkeley sends cards for material added to its collection to Los Angeles and Santa Barbara. Catalog cards for Japanese and Chinese materials are also exchanged among the Southern California East Asian Libraries group, which includes UCLA, UCSB, the Claremont Colleges, and San Diego State University. San Francisco exchanges cards for all current monographic cataloging with the Davis Health Sciences Library. UCSF, using some bibliographic information from Davis, catalogs the Landmarks of Science microcard set and sends cataloging copy to Irvine for production of cards to be used by that campus, San Diego, and Los Angeles. The Berkeley Law Library exchanges selected catalog cards with Davis, Stanford and the Graduate Theological Union. The Institute of Governmental Studies Library at Berkeley sends cards to the California State Library for use in the Administrative-Legislative Reference Section.

On-Line Cataloging. Cataloging books through the use of a computer is one of the most significant advances being made by libraries in the nation and throughout the world. On-line cataloging is faster than the manual operations it replaces and the data base it builds offers a variety of opportunities for improved access to information about local and remote collections. When all UC campuses are inputing cataloging information via computer, a user or librarian will be able to query a central

machine-readable data base to find the latest additions to any of the nine collections. Several of the campuses are currently engaged in experiments utilizing the two major on-line cataloging systems now in operation for academic libraries: the Columbus-based OCLC (Ohio College Library Center) system which serves over 700 libraries, and the multifaceted Stanford-developed BALLOTS (Bibliographic Automation of Large Library Operations using a Time-sharing System). Berkeley is using BALLOTS for searching and cataloging materials in its central processing departments. San Diego has installed OCLC terminals for use in current cataloging and is testing the system's effectiveness in processing backlogs of uncataloged material. At Los Angeles OCLC terminals are being used for cataloging materials for the Law and Biomedical Libraries. The Physical Sciences Libraries and the University Research Library at UCLA are testing both BALLOTS and OCLC. The other UC campuses are also scheduled to experiment with these systems. All of these operations will be evaluated by campus and Systemwide staff and a decision will be made in 1977 about the use of one on-line cataloging system for all campuses.

Delivery and Use of Materials

As UC libraries have worked together to make it easier for users to identify and locate needed items, they have also instituted changes and entered into agreements which facilitate the delivery and use of library materials. University of California library collections have been made easily accessible to a wide spectrum of users through improved interlibrary loan services, extended borrowing privileges and better transportation services.

Interlibrary Loan. Significant efforts to improve interlibrary loan (ILL) service among the UC campuses have been made in recent years. A major study of the northern campuses' interlibrary loan service was completed in 1975. In early 1976 the Systemwide Library Access Measures (SLAM) committee of the Library Council reviewed ILL policy for the entire system. As a result of recommendations from these two reports, ILL procedures have been streamlined and turnaround time decreased

through the more extensive use of teletype communications, the United Parcel Service, and intercampus buses. The UPS delivery initiated between the Berkeley and Los Angeles campuses and between Davis and all of the southern campuses has decreased turnaround time by at least seven days. With the inauguration, in January 1976, of bus service from Berkeley to Davis turnaround time for UCB-initiated ILL and photocopy requests has been reduced to 48 hours. Berkeley now relies more heavily on Davis for needed materials. Transportation time for ILL material requested by Davis from Berkeley has also been significantly reduced.

In addition to increased use of the teletype to expedite standard interlibrary loan transactions, the southern campuses and Davis have experimented, since 1974, with the use of teletype in the "simulquest" system. Brief teletype messages sent simultaneously to each participating campus locate recently published material needed on interlibrary loan, then formal ILL requests are sent to the closest library having the needed material. This procedure, initiated to save time and to even the interlibrary lending burden among the southern campuses, was evaluated this year by the interlibrary loan librarians involved. As a result, a revised procedure using simplified request forms delivered via intercampus bus and routed in a "round robin" manner among the southern campuses will replace the simulquest system. If requests cannot be filled in the south they will be automatically routed to Davis. ILL service among the southern campuses has also been expedited by the initiation of UCLA's "proxy direct borrowing" service. ILL requests are delivered by courier to UCLA and needed items are charged directly to the campus requesting the material, bypassing the UCLA interlibrary loan departments. This procedure eliminates double record keeping at UCLA and results in faster service.

Interlibrary loan service between UC libraries and other California institutions is facilitated through a variety of multilateral and bilateral agreements with regional library systems, the California State University and Colleges (CSUC), and individual libraries in the State.

Most UC campus libraries belong to regional networks which include public, special and academic libraries. Davis participates in the

Mountain Valley Library System, the North Bay Cooperative Library System, and the North State Cooperative Library System. Interlibrary loan service is expedited among the libraries in these networks by the use of vans to transport materials between designated points. Berkeley has recently entered into a contract with the East Bay Information Service (EBIS), a public library consortium, to provide interlibrary loan access to Berkeley's collections via teletype communications and messenger service. Santa Cruz belongs to the Cooperative Information Network (CIN) which includes public and private libraries in Monterey, San Mateo, Santa Clara and Santa Cruz Counties. All of the Southern campuses belong to regional networks which expand access to their collections by way of special interlibrary loan arrangements. Los Angeles is a member of the Southern California Interlibrary Loan (SCILL) Network and can use the SCILL van to transport ILL material throughout Southern California. Riverside is a member of SIRCULS (San Bernardino, Inyo, Rivers de Counties United Library System), a network associated with the Inland Library System, which provides courier service for interlibrary lending among the participating libraries. Santa Barbara expedites ILL requests for members of the Total Interlibrary Exchange (TIE), the multi-type library network associated with the Black Gold Library System. San Diego was instrumental in organizing METRO (San Diego Metropolitan Area Library Council), which operates in cooperation with the Serra Library System to expedite ILL service in that region. Serra operates a daily van service between various libraries in the area. Irvine expedites ILL requests to local libraries, particularly CSU Fullerton and CSU Long Beach, through use of the Libraries of Orange County Network (LOCNET) van.

UC libraries also participate in specialized regional networks which provide rapid interlibrary loan, photocopy, and reference services for specific disciplines. The Biomedical Library at UCLA provides the basic collection used by the Pacific Southwest Regional Medical Library Service (PSRMLS) which serves health science institutions and personnel in Arizona, California, Hawaii and Nevada. PSRMLS, funded by the National Library of Medicine, provides for the loan of books and photocopies of journal articles, as well as reference, referral, and bibliographic services.

Libraries at UC San Francisco, Irvine, Berkeley, Davis, and San Diego also serve as resource libraries for this service; Riverside acts as a back-up for Loma Linda University, the resource library in that region. As part of the U. S. Department of Agriculture Documents Delivery System, Davis acts as the coordinator of services and a regional resource for USDA personnel in California, Hawaii, Oregon, Washington and Arizona, and either provides material on loan or refers requests to the National Agriculture Library. Riverside has primary responsibility for service to USDA personnel in Southern California. The Institute of Transportation Studies Libraries at Berkeley and Irvine are TRISNET (Transportation Information Services Network) Centers. This network, sponsored by the U. S. Department of Transportation, provides document delivery service of materials covered in the published indexes and on-line computerized search services of the Transportation Research Board.

Apart from formal participation in library networks, UC libraries also have interlibrary lending arrangements with CSUC, private universities, and community colleges. UC Berkeley and the CSUC system have agreed to initiate a one year experimental program during which CSUC will fund staff and equipment (to include telefacsimile capabilities) to expedite CSUC requests for interlibrary loan and photocopy. A similar "expeditor" arrangement is also being considered to process requests from the Davis campus. Currently courier services for interlibrary loans and proxy borrowing operate between UCLA and the CSU campuses at Long Beach, Los Angeles, and Northridge. Extension of special ILL service to all CSUC campuses is now being considered by UCLA and the CSUC Learning Services Development Division. UCLA also participates in a loosely defined consortium (CALINET) with the University of Southern California and the California Institute of Technology to promote institutional and library cooperation in a variety of ways, including expediting ILL requests by use of a mutually funded bus service. Berkeley and Stanford University have a long-standing agreement to give high priority to each other's ILL requests. United Parcel Service is now being used between the two schools and a proposal for more extensive cooperation in several areas, including interlibrary lending, has been

funded by the Mellon and Sloan Foundations. UC San Diego and San Diego State University are cooperating to provide rapid interlibrary loan service to five community colleges in the San Diego area. With funding supplied by the community colleges UCSD and SDSU have leased telephone recorders and the participating schools now telephone ILL requests directly to the university libraries. At the end of each day the requests are collected and processed, and materials are sent by bus to the requesting community college library.

A request for material at another library can often be most effectively satisfied by photocopying. The UC Intercampus Exchange Program provides funds for most, but not all, expenses connected with such photocopying done by one UC campus for another through the interlibrary lending process. Under this program, faculty, students and staff on all campuses can obtain free photocopies of material not available on their home campus but held at another UC campus library. Over 20,000 photocopies were so distributed in fiscal year 1975/76.

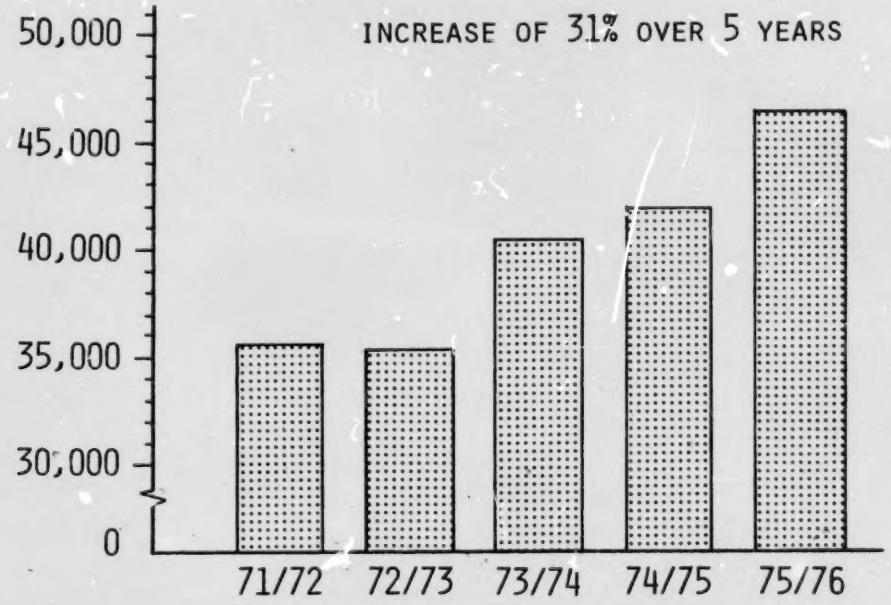
Overall interlibrary lending by University of California libraries has increased by 30% over the past five years. This includes library material lent and photocopies sent to other libraries within the system and outside of the system. The increase reflects both the success of cooperative agreements and the reduction in book buying power experienced by most libraries over this period.

Direct and Proxy Borrowing. UC faculty members, students, and employees enjoy borrowing privileges on other UC campuses similar to those on their home campus. That is, they have direct access to the total University of California resource of library materials and services. Most campuses also offer library privilege cards to non-UC users at a nominal fee, ranging from $10.00 to $24.00 per year. This fee is waived for faculty members from institutions of higher education in California, UC Alumni Association members, and, in many cases, for other visiting faculty members, government researchers, and professionals. Various campuses also extend free borrowing privileges to students from local colleges and universities. Graduate students at CSU Long Beach, Los Angeles, Northridge, and CSC Dominguez Hills can borrow directly

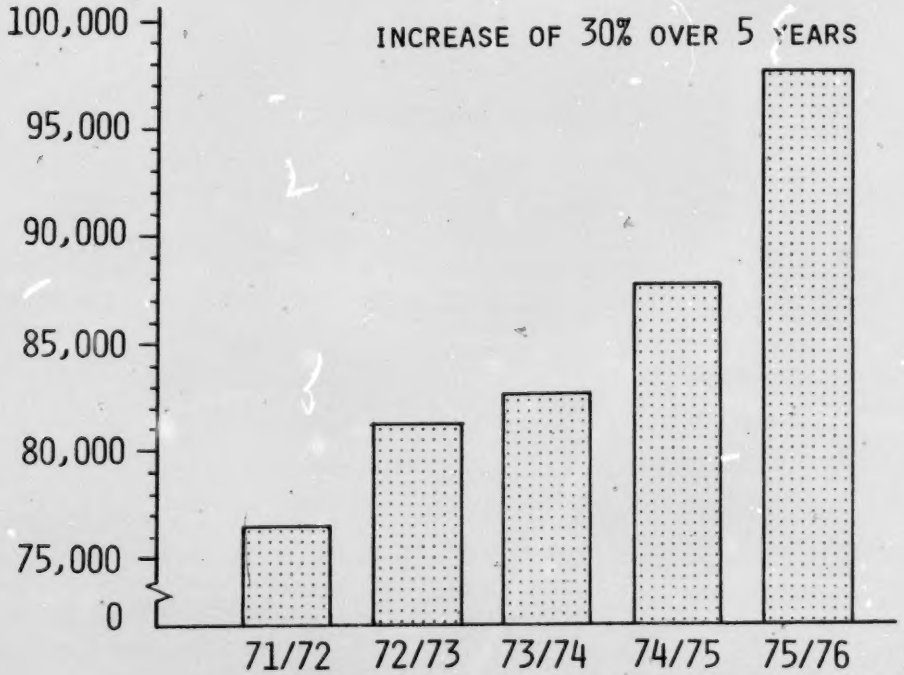
UNIVERSITY OF CALIFORNIA

INTERLIBRARY LENDING STATISTICS 1971/72 - 1975/76

TOTAL ITEMS LENT



TOTAL PHOTOCOPIES SENT IN LIEU OF LOAN



from UCLA libraries at no charge. Riverside extends free borrowing privileges to students at 20 academic institutions which are part of the Inland Empire Academic Library Cooperative (IEALC) and is currently negotiating a reciprocal borrowing agreement with the Claremont Colleges. Irvine has reciprocal borrowing agreements with CSU Fullerton and CSU Long Beach by which students and faculty of those schools can use their CSUC identification to borrow material from the UCI library. Berkeley offers free library cards to students from other schools in the Bay Area who are attending classes at UCB under a concurrent enrollment program. These schools include several community colleges, local CSUC campuses, and Mills College. Davis also supplies free library cards to students participating in concurrent enrollment programs on that campus. The Berkeley/Stanford cooperative agreement mentioned above will also provide for reciprocal borrowing privileges for the doctoral students of those institutions. Such an arrangement is already in effect for users of the East Asian collections at UCB and Stanford. Berkeley also extends free borrowing privileges to students and faculty of the nearby Graduate Theological Union.

In addition to direct borrowing privileges afforded to students and faculty at other campuses and schools, UCLA and UCB have proxy borrowing arrangements by which a courier checks out material in the name of an individual off-campus borrower. There is regular courier, proxy borrowing, service from all of the southern UC campuses and from the local CSUC campuses to UCLA. Berkeley has a proxy borrowing arrangement with Santa Cruz. Berkeley has also negotiated a proxy borrowing agreement for users of the Peninsula Library System, a public library cooperative.

Bus Services. The intercampus buses which operate among the northern and southern campuses greatly facilitate the interlibrary lending and direct and proxy borrowing activities noted above. There is daily bus service from Riverside, Irvine, San Diego, and Santa Barbara to the Los Angeles campus, and from Santa Cruz and Davis to Berkeley, and from Berkeley to Davis. There is also a jitney service between San Francisco and Berkeley. The buses transport library users (faculty, students and staff), interlibrary loan requests and library materials. On certain

runs, the driver acts as a proxy borrower, pages material requested on interlibrary loan, and/or photocopies requested material. Buses between UC campuses and libraries outside of the UC system also facilitate resource sharing. Riverside provides bus service to the Huntington and Clark libraries. The CALINET bus service connecting UCLA, USC, Cal Tech, the Huntington and Clark Libraries, and the proposed service between Berkeley and Stanford are essential to cooperative efforts among those institutions.

On-Site Use. A user does not have to borrow material either directly or on interlibrary loan to have access to a library's collection. The University of California's library collections are consulted daily by large numbers of people who use material in the library. UC provides a valuable resource to these researchers, many of whom do not own a library card. A 1976 study of the users of four of the major branch libraries on the Berkeley campus indicated that 12% of the users were not affiliated with UCB. That 12% includes the following:

2% - Other University of California campuses
2% - California State University and Colleges (CSUC)
1% - Community colleges
3% - Other colleges
4% - No academic affiliation

Similar statistics were found in a 1973 survey of Berkeley's Moffitt Undergraduate Library users. A 1973 user survey at UCLA indicated an even higher percentage of off campus users, an average of 17.7% among the three libraries surveyed. While these figures are not indicative of specific interinstitutional cooperative agreements, they do indicate de facto cooperation.

Reference, Information, and Instructional Services

UC and non-UC users alike often need the assistance of the librarians at reference and information desks to make the most effective use of library resources. Reference librarians on the nine campuses often consult with each other to find specific material or information needed by a user that is not available on the home campus. Like the collections

of the University's libraries, the expertise of UC librarians is a resource shared with all segments of the library-using public.

Statistics from user surveys consistently show a higher percentage of non-UC use of reference and information desks than of the total library. The 1976 Berkeley survey, noted above, indicated that 24% of the questions asked at reference desks were queries from non-UCB users.

2% - Other University of California campuses
4% - California State University and Colleges (CSUC)
1% - Community colleges
2% - Other colleges
15% - No academic affiliation

Reference statistics at Riverside have shown a steady rise in the percentage of non-UCR users over the past three years. Currently approximately 24% of reference desk questions come from non-UCR people. Circulation to off-campus borrowers has risen from 9% to 18% during the same period. The 1973 UCLA user study showed a higher percentage of off-campus use of reference services; from 30% to 40% of the contacts made at three reference desks were with non-UCLA affiliated users. Reference use in UC's special subject collections is particularly high, as might be expected. The Institute of Transportation Studies Library at Berkeley, for example, reports that in fiscal year 1975/76 47% of the reference queries were from non-UCB users; the Institute branch at Irvine has reported a similar pattern of use.

Networks. UC libraries are also becoming important sources of reference services for regional library systems. Many of the networks noted in the section on interlibrary lending include a reference element in regional cooperation. In most cases UC libraries act as "courts of last resort" for information not available at other libraries in the network. Davis provides special reference service to the Mountain Valley, North Bay Cooperative, and North State Cooperative Library Systems. Riverside is the principal reference facility for the SIRCULS network. Both Riverside and Davis are members of the Consortium for International Development Information Network (CIDNET). This is an organization concerned with assisting the development, management and use of the world's limited resources. Davis and Riverside act as reference points for the

network and provide relevant information based on specialized collections to researchers dealing with agricultural problems in less developed countries. Riverside's MUSAT (Moisture Utilization in Semi-Arid Tropics) project furnishes both manual and computer based bibliographic searching services for the network and other institutions. Santa Barbara acts as a source of reference information for the Total Interlibrary Exchange (TIE). A METRO librarian works in UC San Diego's Central Library reference department and serves the reference needs of members of that network and the Serra Library System. By contractual agreement, Berkeley provides last resort reference service for the Bay Area Reference Center (BARC). The Southern California Answering Network (SCAN) uses the reference services of UCLA, although there is no formal agreement or contract. The same is true of LOCNET at the Irvine campus.

Computerized Search Services. Computers have added a new dimension to reference service just as they have in the cataloging and processsing operations of a library. In many areas of research, on-line access to information and bibliographic files can provide a faster and more thorough response to users' needs. Several data bases are commercially available which provide access to information sources in the sciences, social sciences and humanities. By searching such files on-line a librarian can combine a number of terms to retrieve bibliographic information in the exact area of the library user's research. This saves the time of long and tedious searching under each separate term in manual indexes.

All campuses provide access to a large number of data bases available from commercial vendors, such as the New York Times, Lockheed, Systems Development Corporation, and Bibliographic Research Services, Inc. These search services are offered at a fee to all library users. In addition, individual campuses also cooperate with each other and libraries in their region in the use of specific computerized search services. All UC campuses have or will soon have access to MEDLINE. MEDLINE provides access to the medical research data base administered by the National Library of Medicine. UC libraries provide searches of

this file for a nominal fee to any user in their region, as delineated by the Pacific Southwest Regional Medical Library Service. As a member of CIDNET, Riverside provides access to the machine-readable indexes of Colorado State University and Utah State University. These files, along with Riverside's MUSAT, contain bibliographic information on holdings in specialized research areas pertaining to agriculture and water resources. The Institute of Transportation Libraries at Berkeley and Irvine offer regional access to the TRIS-ON-LINE data base as part of their participation in the Department of Transportation Information Services Network (TRISNET). Berkeley has a special arrangement with Stanford for use of the New York Times Information Bank by which search requests and responses are exchanged via the delivery service used for interlibrary loan transactions. Berkeley also offers special computerized search services to the East Bay Information Service. The Automated Information Retrieval Services, a unit of the Davis Reference Department, maintains an informal relationship with reference librarians at CSU Sacramento and conducts periodic on-line demonstrations and question-answering sessions. Davis regularly searches the ERIC (Education Resources Information Center) data base and can refer users to ERIC documents which are held by CSU Sacramento. Davis and Riverside also provide on-line searching to USDA personnel in the West as part of a National Agriculture Library funded program.

The Computerized Information Services (CIS), a unit of the Office of Universitywide Library Planning, provides a variety of on-line and off-line computerized search services. CIS, located on the Los Angeles campus, generates bibliographies of current literature for users at all of the UC campuses and at several other California institutions. Bibliographies produced for UC users are annotated to show UC locations for the major journals cited. CIS personnel provide training in the use of computerized data bases; and UC librarians who use computerized search services meet regularly in the North and South for training and to exchange information on successful searching techniques and the peculiarities of the various data bases. CIS also acts as a broker for the UC campuses in dealing with data base vendors. Currently CIS is coordinating

cooperation among the campuses in contracting for access to several computerized data bases through a vendor which provides a volume discount. The contract will result in substantial savings for library users. The Universitywide coordination and services provided by CIS reduces costs to the individual campuses and facilitates the introduction and continuing use of computerized search services.

User Orientation and Instruction. In recent years librarians have taken a more active role in teaching people how to use libraries. Library instruction courses, classroom lectures, programmed instruction, slide/tape, video tape, and cassette presentations, and improved library tours are increasing the numbers of informed, effective library users. In California and in the nation there has been a significant amount of formal and informal cooperation among librarians as they search for new and more effective methods to orient and train library users. The California Clearinghouse on Library Instruction (CCLI) is an organization of academic, public, school and special librarians involved in teaching the use of libraries. The Reference Department at Davis and the College Library at Los Angeles are the CCLI depositories of printed material for library instruction developed by California librarians. Davis has produced a catalog of the material in its collection and lends materials via interlibrary loan to any requesting library. Davis has also developed orientation and instructional materials, including video tapes, a slide/tape program, and a handbook, which have been used or adapted for use by other UC campus libraries. A self-paced program of instruction developed at UCLA has also been used by other California libraries.

DEVELOPING RESOURCES

The University of California libraries offer users rich collections in nearly every field of scholarship. Campus collections which have grown to support instruction and research at the local level have become statewide and nationwide resources. As with the sharing of these resources, efforts at cooperation and coordination among libraries to develop such resources have increased the effectiveness of the total UC library system.

Coordinated Collection Building Programs

Cooperative collection development has long been recognized as an effective method of stretching the book-buying dollar. Efforts in this area have increased significantly in the 1970s. The heads of the collection development departments of all UC campuses meet regularly to discuss and coordinate Universitywide collection building. UC libraries have formal or informal agreements in several disciplines to collect in certain areas and avoid others in order to prevent unnecessary duplication and build complementary collections.

One of the most specific, formal, and long standing agreements was initiated in 1956 and covers collection of agricultural materials. Berkeley, Davis, Los Angeles and Riverside have agreed on "major" responsibility and "current" responsibility for various specific areas of study based on campus instructional and research programs. In accordance with this agreement transfers of material from Los Angeles and Berkeley to Davis have helped concentrate library resources in specialized agricultural fields on a single campus. UCB also sends selective foreign agricultural items acquired through participation in the Library of Congress acquisitions programs (formerly PL480) to Davis. Librarians at Davis and Berkeley are currently working toward agreements specifying the retention and binding of certain agricultural serial publications at one campus or the other.

The government documents departments in the UC system also coordinate collection development activities, although arrangements are less formal than in the case of agriculture. The Government Publication Librarians

of Southern California, a group that includes all Southern UC campuses plus librarians from the University of Southern California and the California Institute of Technology, confers regularly and maintains a clearinghouse for purchases over $500.00 to insure that expensive sets are not unnecessarily duplicated. The Northern California Documents Librarians group includes members from the four UC campuses in the North, Stanford University, the State Library, and occasionally librarians from northern CSUC campuses. This group meets to exchange information on collections and confers regularly by telephone about the purchase of expensive retrospective sets, thus preventing unnecessary duplication among the major government documents collections in the North. Berkeley and Davis jointly purchased the Declassified Documents Reference System on microfiche; the fiche are housed at Berkeley, with copies of the paper index at Davis, Santa Cruz, and Stanford. Government documents librarians often rely on substantial collections at other campuses: for example, Berkeley relies on Davis to supply Energy Resources Development Agency reports, Davis relies on Berkeley for NASA materials, Santa Cruz relies on Berkeley for bills introduced into the California Legislature and the U.S. Congress. Berkeley also relies on Stanford for expensive microcopy collections of British Foreign Office materials. Direct interlibrary lending policies among government documents departments, including the loan of normally non-circulating materials, facilitates such cooperation.

The map librarians at Berkeley, Davis, Santa Cruz, and Stanford also meet regularly to discuss cooperative cataloging and acquisitions projects and have agreed to share primary collection responsibilities for the various regions of California. Many UC campuses utilize the extensive map vendor file maintained at Santa Barbara for purchasing and cataloging information. Map libraries also lend materials directly to each other.

Music librarians in the UC system also maintain a close communications network, consulting with each other about expensive purchases, exchanging duplicate materials, and in some cases, transferring collections from one campus to another. Los Angeles has transferred several kinds of music materials, including recordings, manufacturers catalogs, and sheet music, to Riverside to augment collections already established

at that campus.

Middle East bibliographers at Berkeley, Los Angeles and Stanford's Hoover Institution have developed an agreement concerning primary areas of responsibility for those collections. In depth collections in Arabic history and belle lettres, excluding North Africa, are maintained by Berkeley; Los Angeles has primary responsibility for Arabic materials on North Africa; the Hoover Institution collects Arabic materials on the contemporary Middle East. Los Angeles and Berkeley also coordinate purchases of serials in the Middle Eastern languages.

Law Librarians at Davis, Berkeley and Hastings consult frequently among themselves and their colleagues at Stanford on matters of collection development. Most recently an agreement among these libraries and the UCLA Law Library concerning the collection of State practice books has been put into effect. Berkeley, Hastings and Stanford are also working toward cooperative purchase of expensive microfilm sets.

As noted earlier, Berkeley, Davis, Irvine, Los Angeles, San Diego and San Francisco are participants in the Pacific Southwest Regional Library Service (PSRMLS), headquartered at UCLA. Currently a project is underway to create an on-line serials data base for the region to facilitate cooperative collection development efforts. At present serials orders and cancellations are reported to PSRMLS; under the proposed system libraries in this region would enter such information directly into the National Library of Medicine's SERLINE data base where it would be immediately available to other participating libraries. Lists produced from this data base, which includes titles held at each library, will highlight unnecessary duplication as well as the location of unique titles. Acquisition and cancellation decisions to meet the needs of the region can be based on this information.

There is a high level of cooperation among UC libraries involved in the production of oral history. These collections of taped and transcribed interviews with prominent figures provide invaluable sources for research. Oral history librarians at Berkeley, Santa Cruz and Davis have worked together to collect various sets of personal papers of prominent Californians. Berkeley, Santa Cruz, Davis and San Francisco have

cooperated on several joint productions of oral history memoirs.

The cooperative efforts in collection development noted above deal only with specific examples of relatively formal programs among the UC campuses. Informal coordination exists in many areas by virtue of librarians' knowledge of collection strengths at different campuses.

Several UC campus libraries also coordinate some areas of collection building with local non-UC libraries. San Diego has long standing agreements with San Diego State University and San Diego Public Library to avoid duplication of expensive backfiles of newspapers and documents. The three libraries have also agreed to avoid duplication in areas of primary strength; for example, UCSD relies on SDSU for research materials in education, Native American Studies, and some aspects of psychology; SDSU draws upon the extensive collection of scientific journals at UC San Diego, as well as on monographic collections in science and medicine. UCLA checks major purchases of rare material with the Huntington Library and does not buy rare material which would duplicate the Huntington collection. Los Angeles also participates in a consortium with the University of Southern California for collection building in the area of East Asian Studies. By virtue of this cooperation UCLA has received federal funds for the purchase and cataloging of East Asian materials. Riverside depends on the Huntington Library for research material in many areas of the humanities and seeks to supplement rather than duplicate Huntington holdings in those areas. UCR also coordinates its newspaper collecting policies with members of the IEALC and SIRCULS networks. Irvine, CSU Fullerton, and CSU Long Beach cooperate in a number of areas. Their recent joint purchase of an expensive microfilm set on the history of women provides their students and faculty with a valuable resource that would have otherwise been unavailable in the region. Each library contributed one third of the $20,000.00 purchase price and a part of the collection is housed at each school.

In the North, Davis maintains informal communication with the State Library and particularly avoids duplication of newspaper files. (Davis also avoids buying newspaper back files held at Berkeley.) The San Francisco campus, the Hastings College of Law and five other private and public institutions belong to the San Francisco Consortium. Each member

library reports purchases of reference material costing over $500.00 to the Consortium in order to avoid duplication of expensive reference works. UC Santa Cruz shares the costs of microfilming Santa Cruz newspaper files with Santa Cruz Public Library. UCSC also clears titles with the Santa Cruz Public Library and Monterey Bay Cooperative Library Network before removing periodical sets from its collection. Berkeley has a cooperative collection development agreement with the Graduate Theological Union and relies on that library for material in many areas of theological studies. Collection development librarians at Berkeley and Stanford maintain close communication and avoid duplication of expensive materials by exchanging information about such materials. The information is entered into BALLOTS at Stanford and filed into the Author/Title Catalog at Berkeley. More formal coordination of collection policies is proposed as part of the recently funded program to support greater cooperation between the two libraries. In certain collection areas this cooperation has already begun. Latin American bibliographers at both schools have been jointly evaluating their collections using standard bibliographies and lists. This project, funded by the Center for Latin American Studies, is the first step in developing complementary collection policies. The faculty library committees dealing with East Asian studies at Stanford and Berkeley meet regularly to discuss collection development. The librarians for those collections consult on all purchases of $100.00 or more. The music librarians cooperate in several areas including special interlibrary lending and photocopy service, consultation on expensive purchases, and direction of gifts to the appropriate collection. The Law Libraries at Berkeley and Stanford have a long standing agreement by which each library takes primary responsibility for designated Latin American countries.

Gifts and Exchanges

All campuses exchange duplicates and route materials inappropriate to their collections to their sister UC campuses and other California institutions. Librarians in several of the collection areas already noted are particularly active in such exchange programs. Agriculture

librarians exchange duplicates and route unique material to the most appropriate campus. East Asian materials are exchanged between Berkeley and San Francisco, and among Santa Barbara, Los Angeles, the Claremont Colleges, and San Diego State University. Duplicates of government publications are routed from the Berkeley Documents Department and the Institute of Governmental Studies Library to Davis, Santa Cruz and CSC Sonoma as appropriate. The government documents libraries at the Southern campuses exchange materials and route duplicates to each other. UCLA provides foreign documents to most of these campuses and serves as the primary resource for the South. Recently the Bancroft Library at Berkeley weeded its collection and sent copies of the Congressional Serial Set to Santa Cruz; maps and Latin American materials from Bancroft have also been given to Santa Cruz and other campuses. Berkeley also sends specialized material in medicine to San Francisco and in veterinary science to Davis, and exchanges duplicate materials in the Romance languages with Stanford. UCLA and UCB exchange all oral history memoirs completed by either campus and selected memoirs are exchanged between Berkeley and Santa Cruz. UC music and law librarians also exchange duplicate materials in those fields. All of these exchanges and gifts "spread the wealth" among the various libraries in the UC system, resulting in easier access for the local library user and more effective use of collection development funds by the libraries.

New Collections

UC libraries also help each other when new collections are required on a particular campus in response to curriculum changes or administrative decisions. Currently the Music Department at Berkeley is developing a course of study in ethnomusicology. UCB librarians are relying heavily on the collections and the expertise of librarians at UCLA to build a collection to support this new academic program. Similarly, Los Angeles has copied materials held in the Coleccion Tloque Nahuaque at Santa Barbara to augment library holdings in Chicano studies as that program developed at UCLA. In 1974/75 the staff of the Institute of Transportation Studies Library at Berkeley assisted in setting up and developing a library for

the Institute branch at Irvine. The ITS branch library at Irvine has developed a collection complementary to that at UCB. Special interlibrary lending arrangements which provide for rapid turnaround time between these libraries facilitate resource sharing. Since 1964, when the University President directed that each general library maintain a campus archives, the staff of the University Archives at Berkeley has aided other campuses by providing materials and advice for building their respective archival collections.

Systemwide Programs

Up to date information on purchases by other libraries can be an effective component of cooperative resource development. A Universitywide Clearinghouse of information on all orders and cancellations of serials and on orders for monographic material costing more than $150.00 was maintained for several years on the Berkeley campus. All campuses reported orders and cancellations in these categories so that one campus could ask the Clearinghouse if another campus had ordered or cancelled a particular title before taking action on the title itself. Although in practice the number of inquiries received by the Clearinghouse was too low to continue funding its operation, the libraries at Berkeley, Davis, Santa Cruz and San Francisco have developed guidelines for an effective Northern Regional Clearinghouse to include Stanford as well as the UC campuses. The procedures devised by the collection development officers from these libraries may provide the basis for a more effective Systemwide operation. Currently Berkeley, Stanford and the Graduate Theological union contribute to and query the Clearinghouse at UCB.

Shared purchases among UC Irvine, CSU Fullerton and CSU Long Beach, and between Berkeley and Davis have already been mentioned. The Cooperative Acquisition Program provides a Systemwide framework for sharing expensive materials. This program was developed in 1976 by the Collection Development Committee of the Library Council in conjunction with the Office of Universitywide Library Planning. A sum of $99,000.00 (1% of the total book fund allocation for UC libraries) has been earmarked for purchase of

materials which, because of their high cost or anticipated level of use, should be shared rather than duplicated among the campuses. Guidelines for the use of the money include requirements for physical and bibliographical access, procedures by which the chief collection development officers of each campus submit and evaluate requests, and administration of the program by the Executive Director of Universitywide Library Planning. Collection development officers are currently reviewing the first set of items recommended for purchase with the Cooperative Acquisition Program funds. They will also decide on the appropriate library in which to house the items purchased.

AUTOMATION PROJECTS AND PROGRAMS

Cooperation among UC libraries to automate processing functions, produce catalogs and lists from machine-readable files, and provide computerized services to users promote successful resource sharing. Computer technology offers particularly good opportunities for cooperation: computers provide an effective means to combine data from a variety of sources to provide better information about library collections; and systems, techniques and programs developed to satisfy the needs of one library often can be applied to similar processes at other libraries.

Universitywide Coordination

Cooperation in several areas of automation has been mentioned above: production of the UC Union List of Serials and the UC Union Catalog, online cataloging (OCLC and BALLOTS), and use of computerized search services. Activities in all of these areas are coordinated at the systemwide level through the Universitywide Library Automation Program (ULAP) under the direction of the Executive Director of Universitywide Library Planning. When the University purchases a product or system from an outside vendor, such as an automated processing system or computerized data service, the appropriate unit in ULAP negotiates terms and specifications for the master agreement or contract, with the assistance of technical teams drawn from the campuses. Installation and implementation of these systems, development of procedures for monitoring their performance, and collection of specific data to permit evaluation of their cost effectiveness are also activities coordinated by ULAP. Recently ULAP has overseen the purchase of the automated circulation control system being installed at UCLA and Davis this year. Such systems will eventually enable all UC campuses to give better service through rapid charging out of materials and streamlined record-keeping and accounting procedures. As noted earlier the CIS (Computerized Information Services) unit of ULAP is coordinating efforts to contract for a less expensive computerized search service for all of the campuses. Publications such as the Union List of Serials

(UCULS) and the Union Catalog are produced by ULAP using manual records and data bases produced at the campuses, and with assistance and advice from campus library staff. The Bibliographic Products unit of ULAP will continue to produce the annual UCULS and to convert catalog records into machine-readable form in order to create a data base of information about monographic material available throughout the system. As noted earlier this data base could be queried via computer terminal and could be used to produce another union catalog.

Intercampus Assistance

In several cases automation projects, programs and capabilities developed to satisfy the needs of one campus have been used successfully by other campuses. Regular meetings of the heads of the UC campus libraries' systems offices, dubbed UNCLSTAF (University of California Library Systems Task Force), facilitate information exchange and intercampus cooperation on a variety of automation projects.

Berkeley's programs were used to convert serial files at Santa Barbara and San Francisco into a standard machine-readable format. UCB maintains Santa Barbara's machine-readable serials file on a current basis. The San Francisco file was combined with Berkeley's to produce a single keyword listing of the serials holdings of both campuses. UCLA has completed the programming necessary to convert its serials files to the UCB format, thus providing the potential to produce a keyword listing in addition to its current title listing. Berkeley programs were also used to produce UCULS and the Stanford Union List of Serials. With the assistance of the Berkeley staff the serial system has also been installed by the Research Libraries Group (RLG), a consortium consisting of Harvard, Columbia and Yale Universities and the New York Public Library. The Berkeley-developed program BASIC FIX, which executes commands to update computer files, has also been used on several other UC campuses.

BOFAC is an on-line book fund accounting system developed at Irvine in 1970 and used by that campus, Los Angeles and Santa Barbara. All three libraries work through terminals connected to Irvine's computer; UCLA and

UCSB were not charged for this service until this year. The Irvine Medical Sciences Library, the UCI Medical Center Library and the Long Beach Veterans Administration Hospital Library have hooked into the UCLA Biomedical Library's on-line serials control system. Issues of serials are recorded in the data base when they arrive, claim notices for missing issues and binding slips are generated as necessary; and each library has access to the serials holdings of all of the libraries. UCI has also worked with the Long Beach V. A. Hospital and UCLA Biomedical Library on a cooperative computer assisted cataloging procedure for audio-visual materials. The UCLA Biomedical Library provides the programming and computer time for this effort to create an on-line data base of media holdings.

The UCLA Library Systems Office uses its computer to produce sequentially numbered punched card decklets for UC San Diego's Project Locator. Project Locator is a system utilizing these numbered cards and a frequent computer printout to keep track of materials being processed for the San Diego collection. From Spring 1974 to Fall 1976, Los Angeles also produced the BIPList (Books in Process List) for Berkeley. This computer produced list (now called Catalog Supplement) was first issued in paper, then in microfiche, and indicates those items given temporary processing at Berkeley. UCLA had developed programs to produce its CATSUP (Catalog Supplement), a similar list, and so was able to help UCB in the initial production of the BIPList. This year production of the list was transferred to Berkeley. The UCLA Systems Office has also developed a data collection and cost analysis program that may be applied to operations on other campuses.

Riverside has developed TRIM (Technique for Report and Index Management) a flexible program and service that provides catalogs, indexes and batch search service capabilities. At Riverside TRIM is used in the MUSAT project, described earlier, and to produce various lists and indexes for UCR and other libraries in the area. TRIM is also being used by institutions in the Consortium for International Development Network (CIDNET) and the software has been successfully utilized by UC San Francisco to create a local fine arts inventory.

San Francisco has also used programs developed at Berkeley, the California State Library, and ULAP to create and maintain a subject authority file for serials, from which an annual subject listing of serials holdings is produced. In turn, San Francisco has reproduced the programs for this system for the Alameda County Library and for UC Santa Cruz. UCSF has also provided other UC campuses with user manuals and documentation for various computer programs.

Projects with Other Institutions

As noted above, some campuses have shared automation capabilities with non-UC libraries as well as with their sister campuses. Interinstitutional cooperation on automation projects has also taken place at the systemwide level, most notably with the California State University and Colleges (CSUC).

To assist CSUC in producing its Library of Congress Call Number Register (LCCN), ULAP searched its MARC (Machine-Readable Cataloging) data base for items held by CSUC, retrieved the records, and transferred them to magnetic tape which was then used to produce the Register. The LCCN Register is a listing of CSUC holdings by Library of Congress Card number; it was developed to facilitate pre-order searching, interlibrary loan, and reference activities within the CSUC system. Funding for the list was shared by UC and CSUC, and CSUC provided several copies of the list for use in the UC system.

From 1973 to 1975 a series of computer programs called "Cal-MARC" were developed by ULAP under contract with CSUC to provide bibliographic information from UC's MARC data base in a format usable by CSUC. In 1975 1.6 million records were retrieved, converted, and sent to CSUC through the use of these programs. Currently UC and CSUC staff are studying the possibility of maintaining a MARC file jointly for the two systems. As indicated earlier UC and CSUC are also working toward production of a joint union list of serials.

When UC was first considering the possibility of purchasing an automated circulation system, CSUC made available its initial specifications for such a system. The final UC bid specifications were based in large part on the CSUC document. CSUC is now developing a Union Shelflist System for inventory and location of items in its 19 campus collections and UC and CSUC staff are studying the feasibility of adding UC records to that system.

UC and Stanford staff have also worked together to incorporate programs developed by ULAP into the BALLOTS on-line cataloging system. The incorporation of these programs provides for catalog card production for UC users of BALLOTS.

PLANNING AND COORDINATION

In the 1970's the planning and coordination efforts of libraries in the University of California have expanded significantly through the creation of new agencies and study groups, as well as through increased attention to cooperation by ongoing groups. The present UC systemwide library planning effort began in 1972 with the creation of the Academic Planning and Program Review Board (APPRB) Library Task Force, charged with recommending proposals for a library plan for the next decade. Subsequent groups, the Ad Hoc Committee on Library Acquisitions Policy (1973) and the Library Policy Task Force (1974), have addressed the questions of Universitywide collection development and access to collections.

Systemwide Library Policy Steering Committee. The Systemwide Library Policy Steering Committee was established in late 1974. Its membership includes campus and Systemwide administrators, faculty members and a University Librarian (the Chair of the Library Council). The Steering Committee was created to:

1) translate the policies of the Library Policy Task Force into specific program objectives;

2) plan a time-phased program to achieve these objectives;

3) make decisions necessary to implement the program; and

4) monitor the progress of that implementation.

The Steering Committee has met regularly since its inception and has sponsored various data gathering studies for use in planning. In 1975 the Committee established the position of Executive Director of Universitywide Library Planning to direct and coordinate the library planning process and to implement policies and decisions of the Steering Committee which have been approved by the Academic Vice President or are made in accordance with authority delegated by him.

Executive Director's Office. The position of Executive Director of Universitywide Library Planning was filled in January 1976. His duties include the following:

1. Serves as the operational arm and agent of the Steering Committee;

2. Makes recommendations to the Steering Committee on systemwide operating and policy matters;

3. Initiates and coordinates the implementation of regional library planning projects;

4. Participates in the review of library budget proposals, with particular emphasis on the compatibility of campus rationales and support levels with systemwide program priorities;

5. Defines, with appropriate consultation, library system performance objectives and their resource implications;

6. Initiates and coordinates staff activities to develop management information for systemwide planning and program implementation;

7. Provides progress reports on policy implementation to campus and systemwide personnel; and

8. Coordinates campus and systemwide library automation programs through the Universitywide Library Automation Program, which reports to him.

The Executive Director reports to the Academic Vice President and has the Assistant for Management Studies, the Assistant for External Services (e.g., on-line circulation and processing systems), the Manager of Bibliographic Products (e.g., Union List of Serials, Union Catalog), and the Manager of Computerized Information Services reporting to him.

Since his appointment, the Executive Director has been formulating a library development plan for the University of California. The plan includes all major aspects of library service and sets a course for future growth and development of the UC library system. It is being reviewed and critiqued by librarians, faculty, and administrators and will undergo continuing review as circumstances and technologies change.

The Executive Director works closely with the Steering Committee and the Library Council. His staff is actively engaged in gathering information on growth, overlap and intercampus access to collections, as well as in evaluating the user needs and space problems of the nine campus libraries. Information has been gathered from published sources, from discussions with staff at other libraries, from records of the Systemwide Administration, and from campus library records. The Executive Director's

staff has also worked with librarians on the UC campuses to gather new data, take samples, and conduct pilot projects. Data from these sources were used to develop a simulation model, which projects UC space needs for the next 25 years and provides cost comparisons of the alternative approaches to the space problem. This kind of research involving cooperation on many levels will not only benefit the University of California but will also be of use to library planners across the country.

Library Council. The Library Council provides a forum for discussion of systemwide cooperation and planning. This group consists of the nine University Librarians, the Executive Director, the Chairman of the Statewide Library Commitee (a faculty member), the President of the Librarians Association of UC, and Deans of the graduate schools of library science at Berkeley and UCLA, the Director of the Institute of Library Research, and a representative of the Office of Budgetary Planning. The Library Council meets regularly and its committees have provided valuable guidance as the campuses have moved toward closer cooperation. In April 1976 the committee on Systemwide Library Access Measures (SLAM) proposed recommendations which resulted in improvements in direct borrowing, interlibrary lending, and photocopying policies. Most recently the Cataloging Committee studied and made recommendations on the processing of media materials and the Collection Development Committee prepared guidelines for the Cooperative Acquisitions Program. The Council serves as a forum for the exchange of ideas about library policies among the campus University Librarians, faculty and staff representatives, and the Systemwide Administration.

Task Groups. In order to consider fully many aspects of library service, the Library Council appointed nine task groups in July 1976 to work under the direction of the Executive Director. These groups, with members chosen from all of the campuses, have been charged with studying and making recommendations about specific areas of systemwide concern. The task groups and their charges are:

1. Task Group on the Union Catalog and Bibliographic Data Base. To recommend the appropriate functions and scope of the union catalog, and the format and content of records in the bibliographic data base.

2. Task Group on the Costs of Library Materials. To design and recommend methods for documenting increases (or decreases) in the actual costs of library materials acquired by the University of California libraries.

3. Task Group on Intercampus Movement of Materials. To assess the effectiveness of measures already taken to improve intercampus movement of materials, and to recommend additional measures for further improvement as may be appropriate.

4. Task Group on User Satisfaction. To devise measures for documenting the extent of satisfaction or failure on the part of users of the University's libraries, to devise further methods for assessing the effect of past and proposed changes insofar as user satisfaction or failure is concerned, and to recommend other changes in library policy or procedures which might increase user satisfaction or lower the rate of failure.

5. Task Group on Staffing Formulas. To examine existing library staffing formulas, including those devised by other universities as well as the University of California, and to recommend staffing formulas for possible use both in requesting funds for additional staff and in considering reallocation of presently budgeted positions.

6. Task Group on Preservation of Library Materials. To determine the extent and rate of deterioration of library materials in the University's library collections, to study methods of preservation and conservation of library materials, and to recommend appropriate steps to be followed in the event of disasters which actually or potentially affect the physical condition of library materials. (Representatives from Stanford also participate in this group.)

7. Task Group on Unprocessed Material. To determine the amount and nature of unprocessed material in the University's libraries, to assess the impact of processing backlogs on library users, and to recommend courses of action to reduce such backlogs where warranted.

8. Task Group on Shared Cataloging. To identify the extent and nature of materials which require specialized qualifications (such as language ability) for cataloging, but which are not acquired in sufficient volume by individual libraries to justify full-time cataloging staff with such qualifications; and to determine the feasibility of a shared cataloging program to handle such materials for some or all of the libraries in the University library system.

9. Task Group on Personnel Rotation. To investigate existing programs of personnel rotation in multi-campus or multi-departmental institutions, and to determine the feasibility and desirability of a similar program for the University of California libraries.

Each group will present a preliminary report to the Executive Director's Office early in 1977.

LAUC. Systemwide planning and cooperation are also supported by the activities of the Librarians Association of the University of California (LAUC). In January 1975, LAUC was recognized as an official unit of the University for the purpose of advising administrators on matters concerning libraries and librarians and to improve intra- and inter-campus communication on such matters. LAUC includes all staff members who hold appointments of half-time or more in the librarian series and in the senior library administrative classifications. It is organized with a division on each campus and a statewide Executive Board consisting of the Chairs from each campus and three officials elected by systemwide ballot. The President of LAUC is a member of the Library Council. Through its committees, officers, and assemblies considering specific issues and broad policy statements, LAUC provides valuable input for planning and coordinating library activities. In 1976 LAUC reviewed preliminary drafts of the plan for UC library development, collected information about library instruction programs on the nine campuses and made recommendations for systemwide policy in that area, reviewed the current situation and made recommendations for the cooperative development, processing, and servicing of media materials for the UC system. In addition to the value of formal LAUC input to planning, participation in LAUC activities brings librarians from the campuses together and encourages ad hoc cooperation and coordination of library services and procedures.

Regional Groups. In addition to participation in the Universitywide groups noted above, library administrators on the Northern and Southern campuses often confer about planning and coordinating activities in their regions. Regional planning among the Southern campuses has resulted in intercampus borrowing and interlibrary lending privileges for undergraduates (later extended to all UC campuses), improved procedures for identification of borrowers (through issuance of a standardized identification card), for return of materials, and for transmission of photocopies.

The Northern campuses have formed the Northern Regional Library System (NRLS). The NRLS Board of Directors includes the University Librarians from Berkeley, Davis, San Francisco, and Santa Cruz and the Executive Director of Universitywide Library Planning, with the Director of the Stanford University Libraries as a liason member. NRLS was established by the Subcommittee on Regional Library Planning for the Northern Campuses. Several studies were sponsored by this group to provide data for cooperative efforts among libraries in the Northern region. These studies include: an analysis of the feasibility of an academic library consortium in the North; a study of the circulation history and degree of overlap of monographic holdings among the four northern UC campuses, CSU Sacramento, CSC Sonoma, San Francisco Public Library, Stanford University and the California State Library; a study of circulation history and degree of overlap of periodical holdings among UC Davis, Berkeley and Santa Cruz, San Francisco State University, San Jose State University and Stanford; and a study of intercampus borrowing procedures among all UC and CSUC campuses in the North. Besides gathering needed information for cooperation in the North, these studies have also provided a base for systemwide research by the Executive Director's staff. Currently NRLS is working toward implementation of an effective clearinghouse procedure to prevent unnecessary duplication of serials and expensive monographs among the members.

Interinstitutional Groups. The primary efforts of the groups listed above have been toward planning and coordination within the UC system; however, UC librarians and administrators have also been engaged in cooperative planning efforts with other libraries in the State. In 1973 the CSUC-UC Joint Task Force on Intersegmental Cooperation led the way with its report on cooperative efforts and possibilities between the two systems. Recently staff members of the UC Office of Universitywide Library Planning and the CSUC Division of Learning Services Development have met frequently to exchange information and coordinate planning concerning space needs, automation, interlibrary lending, and improvement of access to collections. The NRLS includes Stanford at its meetings and, as noted, has conducted studies involving CSUC campuses and the State Library.

The most formal effort involving intersegmental planning and coordination resulted in the establishment of CLASS (California Library Authority for Systems and Services). Representatives from UC, CSUC, the State Library, private universities, community colleges and public libraries have worked together to form this new network to develop and implement a system for statewide library program development and resource sharing. CLASS will provide for 1) cooperative development and maintenance of common bibliographic and holdings data bases, 2) development and implementation of an interlibrary loan and delivery system; and 3) development and operation of systems for cooperative use of cataloging data, cooperative acquisitions and other forms of resource sharing. The University of California has also cooperated with libraries in other Western states in the formation of the Western Interstate Library Coordination Committee (WILCO) a unit of the Western Interstate Commission for Higher Education. WILCO seeks to coordinate certain library activities to provide effective service to the population of the Western United States.

Professional Groups. Many intercampus and intersegmental groups meet formally or informally to coordinate planning in specialized areas. Some of these groups have been noted earlier as specific areas of cooperation were discussed. They include: the Northern California Documents Librarians, the Government Publication Librarians of Southern California, the University Archivists, Music Librarians, Circulation Librarians, Collection Development Officers, Reference Librarians, Northern California Law Librarians, Southern California East Asian Librarians, Interlibrary Loan Librarians, California Map Librarians, and UNCLSTAF (i.e., the heads of the campus libraries' systems offices). Many UC librarians also meet colleagues from other campuses and institutions through participation in professional organizations, such as the Medical Library Association, Music Library Association, Special Library Association, California Library Association and American Library Association. Often formal and informal cooperative arrangements result from these meetings where librarians discuss problems and concerns touching on all areas of library service.

CONCLUSION

All of the cooperative activities noted in this report serve to extend the library resources of the nine campuses of the University of California to a larger population of users, both within UC and outside of the UC system. This resource sharing will increase as programs now in their early stages develop further. Cooperation among libraries is an essential aspect of providing good library service; and with the continuing information explosion, tight budgets and escalating prices for library materials, cooperative activities will become even more important.

This report has discussed the current cooperative programs and practices of UC libraries. The next step is to evaluate these activities considering statewide needs, campus and systemwide library goals, and available financial resources; then to plan future cooperation on the basis of that evalution to insure effective and efficient resource sharing for the benefit of California's future library users.

REGIONAL NETWORKS AND SERVICES LINKED WITH UNIVERSITY OF CALIFORNIA LIBRARIES

Bay Area Reference Center (BARC)
Regional reference center for the San Francisco Bay Area

California Interlibrary Network (CALINET)
A consortium including UCLA, University of Southern California and the California Institute of Technology to promote cooperative library services and institutional programs.

Consortium for International Development Information Network (CIDNET)
A network of special services and libraries to provide reference, referral, and document delivery service to researchers dealing with problems of underdeveloped countries. Members include UC Davis and Riverside, Oregon State University, Colorado State University, Texas Tech University, University of Arizona, and Utah State University.

Cooperative Information Network (CIN)
LSCA* project: network including academic, public, school and special libraries in Monterey, San Mateo, Santa Clara and Santa Cruz Counties.

East Bay Information Services (EBIS)
LSCA project of the Oakland Public Library, East Bay Cooperative Library System, and UC Berkeley.

Inland Empire Academic Libraries Cooperative (IEALC)
Loose network of academic libraries in San Bernardino, Inyo and Riverside Counties.

Libraries of Orange County Network (LOCNET)
Network associated with the Santiago Library System including academic, public, school and special libraries.

METRO
Network associated with the Serra Library System including academic, public, school and special libraries in Imperial and San Diego Counties.

Mountain Valley Library System
North Bay Cooperative Library System
North State Cooperative Library System
Originally public library systems, these three Northern California networks now include academic and special libraries and cooperate through the LSCA-funded Tri-System Compact.

*Library Services and Construction Art

Pacific Coast Forest Research Information Network (PACFORNET)
A technical information service sponsored by the U.S.D.A. Forest Service in cooperation with the University of Washington's Forest Resources Library, the Pacific Northwest Bibliographic Center, the UC Forestry Library (at Berkeley), and the state libraries of California, Oregon and Washington.

Pacific Southwest Regional Medical Library Service (PSRMLS)
An interlibrary loan, photocopy, reference and referral service for health sciences institutions and personnel in Arizona, California, Hawaii and Nevada. Funded by the National Library of Medicine.

Peninsula Library System (PLS)
Public Library cooperative for San Mateo County.

San Bernardino-Inyo-Riverside Counties United Library Service (SIRCULS)
Network associated with the Inland Library System including academic, public, school and special libraries.

San Francisco Consortium
A consortium of public and private institutions in San Francisco to foster interinstitutional and community cooperation, with special emphasis on urban problems.

Southern California Answering Network (SCAN)
Regional reference center for the Los Angeles area.

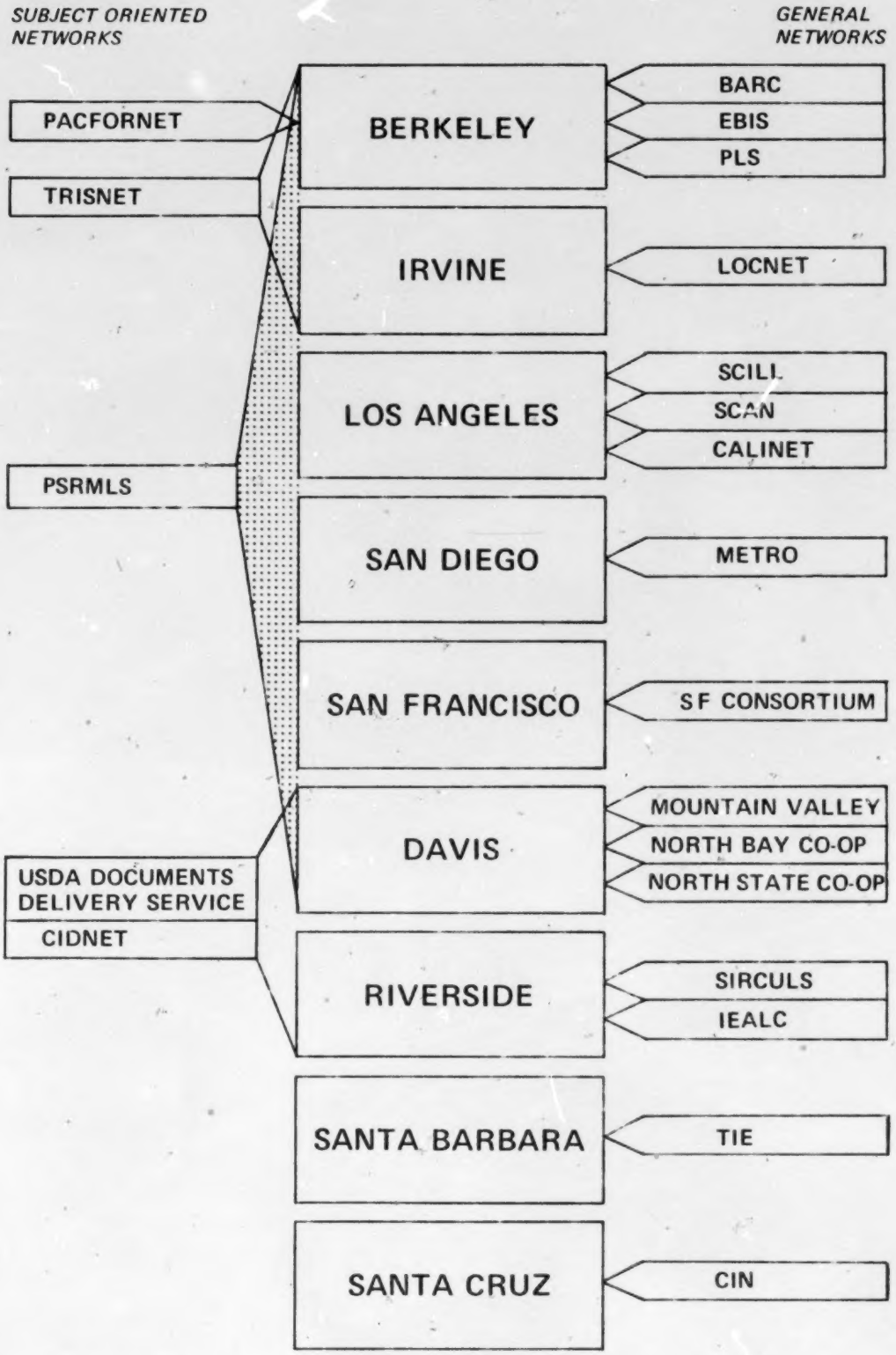
Southern California Interlibrary Loan Project (SCILL)
LSCA project: network including academic, public, school and special libraries in Los Angeles County.

Total Interlibrary Exchange (TIE)
Network associated with the Black Gold Library System including academic, public, school and special libraries in Kern, San Luis Obispo, Santa Barbara, Ventura and portions of Los Angeles Counties.

Transportation Information Services Network (TRISNET)
A U.S. Department of Transportation sponsored technical information service.

U.S.D.A. Documents Delivery Service
A rapid interlibrary loan and photocopy service for technical and research materials needed by U.S.D.A. personnel. UC Davis coordinates for Arizona, California, Hawaii, Oregon and Washington.

REGIONAL NETWORKS AND SERVICES
LINKED WITH UNIVERSITY OF CALIFORNIA LIBRARIES



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